

**PITTSBURGH DOWNTOWN PARTNERSHIP  
CONFLICT OF INTEREST STATEMENT  
FOR THE PERIOD – January 2019 through December 2019**

\_\_\_\_\_  
*Name*

\_\_\_\_\_  
*Address*

\_\_\_\_\_  
*Employer*

\_\_\_\_\_  
*Occupation*

\_\_\_\_\_  
*Employer Address*

\_\_\_\_\_  
*E-mail address*

\_\_\_\_\_  
*Telephone Number*

\_\_\_\_\_  
*Director*

\_\_\_\_\_  
*Officer*

\_\_\_\_\_  
*Committee Member*

\_\_\_\_\_  
*Other*

1. Are you currently being compensated or have you been compensated within the past 12 months (excluding reasonable compensation paid to you as a director or trustee) by PDP for services rendered to PDP (whether as a part-time or full-time employee, independent contractor, consultant or otherwise)?

(Check One)      \_\_\_\_\_Yes      \_\_\_\_\_No

Additional Comments:

2. Do you anticipate the receipt of compensation from PDP for the rendering of services as described in Question 1 above during the upcoming 12 months?

(Check One)      \_\_\_\_\_Yes      \_\_\_\_\_No

Additional Comments:

3. If any person bearing any of the following relationships to you is 1) currently being compensated by PDP for services rendered to it as described in Question 1 above; 2) has been so compensated within the previous 12 months; or 3) anticipates being so compensated within the next 12 months, please list his or her name in the following space and indicate the person's relationship to you by using the relationship designation below (if no such person is being compensated, please print the word "none" in the first space):

(Relationships: brother, sister, father, mother, uncle, aunt, spouse, brother-in-law, sister-in-law, son-in-law, daughter-in-law, father-in-law, etc.)

*Name*

*Relationship*

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Additional Comments:

4. Are you a director, officer, employee or owner in any business or entity (e.g., a bank, real estate brokerage firm, consulting firm, construction company, insurance brokerage firm, architectural firm, law firm, accounting firm, medical group, etc.) which, to your knowledge, has done business within the last 12 months with PDP, or currently is or is contemplating doing business with PDP?

(Check One)      \_\_\_\_\_ Yes      \_\_\_\_\_ No

If yes, please explain (type of business, transaction, and relationship):

\_\_\_\_\_

\_\_\_\_\_

Please also explain your compensation or other financial arrangement, if any, with the identified business or entity concerning any compensation received by you, directly or indirectly, from any business transaction with PDP:

\_\_\_\_\_

\_\_\_\_\_

5. Did you, within the last twelve months, have, do you currently have, or are you currently contemplating a future business or family relationship with any other officer, director or key employee of the organization? See definitions below to help answer this question.

(Check One)        \_\_\_\_\_Yes        \_\_\_\_\_No

If yes, please indicate the names of the individuals with whom you had a business or family relationship and indicate the words "family" or "business" next to the name.

<i>Name</i>	<i>Relationship</i>
_____	_____
_____	_____

A "business relationship" is defined as:

- a) One person being employed by the other in a sole proprietorship, or by an organization in which the other person is trustee, director, officer, key employee or greater than 35% owner.
- b) One person transacting business with the other (**other than in the ordinary course of either party's business on the same terms as are generally offered to the public**), directly or indirectly, in one or more contracts of sale, lease, license, loan, performance of services, or other transaction involving transfers of cash or property valued in excess of \$10,000 in the aggregate during the organization's tax year (indirect transactions are transactions with an organization with which the one person is associated as a trustee, director, officer, key employee or greater than 35% owner); or
- c) The two persons are each a director, trustee, officer or greater than 10% owner in the same business or investment entity.

A "business relationship" does **not** include a relationship between (1) attorney and client, (2) medical professional (including psychologist) and patient, or (3) priest/clergy and penitent/communicant.

The "family relationships" that need to be disclosed are spouse, ancestors, brothers and sisters (whether whole or half-blood), children (whether natural or adopted), grandchildren, great grandchildren, and spouses of brothers, sisters, children, grandchildren and great grandchildren.

6. Please list business and professional activities in which you or an immediate family member (spouse and children) are involved as owner, officer, board member, partner, employee or other beneficiary position which could conceivably affect PDP, including board membership on competing facilities.

*Name of Business/Professional Organization*

*Position Held and By Whom*

_____	_____
_____	_____
_____	_____
_____	_____

I, the undersigned director, officer or committee member of PDP, certify that I have answered the above conflict of interest questions truthfully and to the best of my ability. I acknowledge an ongoing responsibility to disclose potential conflicts of interest as they may arise. I understand that PDP is a nonprofit organization and that in order to maintain its federal tax exemption it must engage primarily in activities which accomplish one or more of its tax-exempt purposes.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date